

Standard Form 1034 Revised January 1980 Department of the Treasury I TFRM 4-2000		PUBLIC VOUCHER FOR PURCHASES AND SERVICES OTHER THAN PERSONAL				VOUCHER NO.			
U.S. DEPARTMENT, BUREAU, OR ESTABLISHMENT AND LOCATION			DATE VOUCHER PREPARED			SCHEDULE NO.			
			CONTRACT NUMBER AND DATE						
			REQUISITION NUMBER AND DATE			PAID BY			
<div style="display: flex; justify-content: space-between;"> <div style="width: 40%;"> PAYEE'S NAME AND ADDRESS </div> <div style="width: 50%;"> <div style="border: 1px solid black; height: 40px; margin-bottom: 5px;"></div> <div style="border: 1px solid black; height: 40px; margin-bottom: 5px;"></div> <div style="border: 1px solid black; height: 40px;"></div> </div> </div>									
								DATE INVOICE RECEIVED	
								DISCOUNT TERMS	
PAYEE'S ACCOUNT NUMBER		GOVERNMENT B/L NUMBER							
SHIPPED FROM TO WEIGHT									

NUMBER AND DATE OF ORDER	DATE OF DELIVERY OR SERVICE	ARTICLES OR SERVICES <small>(Enter description, item number of contract or Federal supply schedule, and other information deemed necessary)</small>	QUAN- TITY	UNIT PRICE		AMOUNT (1)
				COST	PER	

(Use continuation sheet(s) if necessary)						TOTAL	
PAYMENT: <input type="checkbox"/> PROVISIONAL <input type="checkbox"/> COMPLETE <input type="checkbox"/> PARTIAL <input type="checkbox"/> FINAL <input type="checkbox"/> PROGRESS <input type="checkbox"/> ADVANCE		APPROVED FOR <div style="border: 1px solid black; height: 20px; margin-top: 5px;"></div> = \$	EXCHANGE RATE <div style="border: 1px solid black; height: 20px; margin-top: 5px;"></div> = \$1.00	DIFFERENCES <div style="border: 1px solid black; height: 20px; margin-top: 5px;"></div>		BY 2 <div style="border: 1px solid black; height: 40px; margin-top: 5px;"></div>	
		TITLE <div style="border: 1px solid black; height: 20px; margin-top: 5px;"></div>		Amount verified; correct for <div style="border: 1px solid black; height: 20px; margin-top: 5px;"></div>		(Signature or initials) <div style="border: 1px solid black; height: 20px; margin-top: 5px;"></div>	

Pursuant to authority vested in me, I certify that this voucher is correct and proper for payment.

(Date)

(Authorized Certifying Officer)²

(Title)

ACCOUNTING CLASSIFICATION	

PAID BY	CHECK NUMBER	ON ACCOUNT OF U.S. TREASURY	CHECK NUMBER	ON (Name of bank)
	CASH	DATE	PAYEE ³	
	\$			

¹ When stated in foreign currency, insert name of currency.
² If the ability to certify and authority to approve are combined in one person, one signature only is necessary; otherwise the approving officer will sign in the space provided, over his official title.
³ When a voucher is receipted in the name of a company or corporation, the name of the person writing the company or corporate name, as well as the capacity in which he signs, must appear. For example: "John Doe Company, per John Smith, Secretary", or "Treasurer", as the case may be.

PER

 TITLE

PRIVACY ACT STATEMENT

The information requested on this form is required under the provisions of 31 U.S.C. 82b and 82c, for the purpose of disbursing Federal money. The information requested is to identify the particular creditor and the amounts to be paid. Failure to furnish this information will hinder discharge of the payment obligation.